



28 May 2020

David Saunders  
 Chairman  
 Australian Aircrew Officers Association  
 Sent via email: dave.saunders@aoagroup.org

Dear David Saunders

**Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2020/94)**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Aircrew Officers Association.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
13/03/2020	N/A	Secretary, Chairman, Treasurer and a General Committee Member	Yes

Please note that this Notification is for changes to the organisation's records, only those offices that have changed should be included.

**Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Thank you for your correspondence.

Yours sincerely

**Registered Organisations Commission**

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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Travis Gibson, being the secretary of the Australian Aircrew Officers Association, declare the following:

1. I am authorised to make this declaration.
  
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

A handwritten signature in black ink, appearing to be 'Travis Gibson', written over a horizontal line.

Signed:

Dated: 10 MAR 2020

**[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]**

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[1] s.230(1)(d); reg.147(d)

[2] s.230(1)(d); reg.147(a) & (d)

[3] s.230(1)(d); reg.147(b) & (c)

## ANNEXURE A

Changes to Offices and Office Holders in the Organisation and its Branches:

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Australian Aircrew Officers Association</i>	<i>28.02.2020</i>	<i>Secretary</i>	<i>Mayfield, Justin</i>	<i>Gibson, Travis</i>	<i>Ground Floor, 27 Peel Street, South Brisbane, Queensland, 4101</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>Chairman</i>	<i>Teutscher, Johannes Jacobus Peter</i>	<i>Saunders, David Allen</i>	<i>Same as above</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>Deputy Chairman</i>	<i>Turner, Ian Andrew</i>	<i>Turner, Ian Andrew</i>	<i>Same as above</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>Treasurer</i>	<i>Saunders, David Allen</i>	<i>Nelson, Peter</i>	<i>Same as above</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>General Committee Member</i>	<i>Gibson, Travis</i>	<i>Coote, Stephen</i>	<i>Same as above</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>General Committee Member</i>	<i>Robson, Justin</i>	<i>Robson, Justin</i>	<i>Same as above</i>	<i>Aircrew Officer</i>
<i>Same as above</i>	<i>28.02.2020</i>	<i>General Committee Member</i>	<i>Earp, Stephen</i>	<i>Earp, Stephen</i>	<i>Same as above</i>	<i>Aircrew Officer</i>



6 March 2020

Johannes Teutscher  
Chairman  
Australian Aircrew Officers Association  
Sent via email: [office@aoaaustralia.org](mailto:office@aoaaustralia.org)

Dear Johannes Teutscher

**The Australian Aircrew Officers Association's annual return of information (Annual Return) lodged under subsection 233(1) of the RO Act**

Thank you for providing your declarations and information (Annual Return) lodged under subsection 233(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).

**Summary of your Annual Return and Review Outcome**

Year 2020  
Matter number AR2020/94  
Lodgement date 28 February 2020  
Review Primary Review  
Result FILED

**Your primary review**

Your Annual Return had a **primary review** which checked whether it was signed by an officer, lodged on time, the required declarations were made, included the list of offices and office holders and whether you met the requirements that the ROC raised with you last year. A primary review does not examine all the requirements of subsection 233(1).



**Your Annual Return satisfied the requirements of the primary review and has been uploaded to the ROC website.**

## The ROC's risk-based approach

Over a five year period the Annual Return statement of every organisation will be subject to at least one advanced review. An advanced review is a more comprehensive review.

The ROC's [advanced review checklists](#) are published on our website.

This year your Annual Return was assessed against a primary review. A primary review does NOT check all legislative requirements.



It is not possible for the ROC to check the accuracy of the information in the return.

Non-compliance (whether checked in this primary review or not) may result in a penalty.

## If the information in your Annual Return changes

### Do you have questions?

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the ROC's subscription service](#).

If you have any queries we can be contacted on 1300 341 665 or by email at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours sincerely

**Registered Organisations Commission**

**ANNUAL RETURN OF INFORMATION (organisation with no branches) in accordance with Regulation 147 *Fair Work (Registered Organisations) Regulations 2009* and Sections 230 and 233 *Fair Work (Registered Organisations) Act 2009***

I, Justin T Mayfield, being the secretary of the Australian Aircrew Officers Association, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
  - The address of the organisation is Ground Floor, 27 Peel Street, South Brisbane, Queensland 4101.<sup>1</sup>
  - The organisation has no branches and no branches have ceased or commenced in the previous 12 months.<sup>2</sup>
  - On 31 December in the previous year the number of members was 123.<sup>3</sup>
  - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.

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<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a), (b), (c) & (d)

<sup>3</sup> s.230(1)(d); reg.147(f)

- Under the rules of the organisation, the following elections must be held between 1 January 2020 and 31 December 2020:<sup>4</sup>
  - Chairman (1), Committee of Management Members (6)
  
- The organisation:
  - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed:



Dated: 27 Feb 2020

*[PLEASE NOTE: This declaration must be lodged with the Registered Organisations Commission by 31 March. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au). If at any time in the year this information changes a Notification of Changes must be lodged with the ROC within 35 days of the change .<sup>6</sup>]*

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<sup>4</sup> s.230(1)(d); reg.147(e)

<sup>6</sup> s.233(2); reg. 151



## **Annex A**

- **Offices and Office Holders in the Organisation**

<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>	<b>Financial training in accordance with the RO Act</b>
Secretary	Justin T Mayfield	Ground Floor, 27 Peel Street, South Brisbane, Queensland 4101	Aircrew Officer	Completed
Chairman	Johannes Jacobus Peter Teutscher	As above	Aircrew Officer	Completed
Deputy Chairman	Ian Andrew Turner	As above	Aircrew Officer	Completed
Treasurer	David Allen Saunders	As above	Aircrew Officer	Completed
General Committee Member	Travis Gibson	As above	Aircrew Officer	Completed
General Committee Member	Justin Robson	As above	Aircrew Officer	Completed
General Committee Member	Stephen Earp	As above	Aircrew Officer	Completed